

# Elevators and Lifts

(Wheelchair lifts begin on page 6)

## Main Entrance Floor Outside the Elevator

Questions	Yes	No	N/A	As Built	Modifications/ Notes
1. Is there an accessible route to and from the elevator?					
2. Are there raised character and Braille signs, mounted on both sides of the elevator doorjamb with the lowest part of any Braille cell 48 inches or higher above the floor and the bottom of any tactile letter 60 inches maximum above the floor?					
3. Are the raised characters on the doorjamb signs at least 2 inches high?					
4. Do the raised character and Braille signs for the exit floor have a raised star symbol?					
5. Is there an audible voice announcing car arrival and direction or an audible signal with 1 tone for going up and 2 tones for going down?					
6. Is the elevator doorway at least 36 inches wide?					
7. Does the elevator door stay open at least 5 seconds?					
8. Does the elevator door have an automatic re-opening device that does not require contact to activate?					

Questions	Yes	No	N/A	As Built	Modifications/ Notes
9. When the elevator door re-opens, does it stay open at least 20 seconds to allow slower moving voters to completely enter or exit the car?					
10. Is there a 30 inch by 48-inch clear space in front of the hall call buttons that allows a front or parallel approach?					
11. If the clear space in front of the hall call buttons has only a front approach, is it clear of any obstruction OR If only a side approach, is the clear space free from objects that project out from the wall more than 10 inches?					
12. Are the hall call buttons raised above their surrounding surface?					
13. Do the hall call buttons light up with a white light when activated and go out when the elevator arrives?					
14. Are the hall call buttons mounted with the centerline a maximum of 48 inches above the floor?					
15. Are there visual signals at least 2 ½ inches wide by 2 ½ inches high placed at least 6 feet above the floor that light up showing the arrival and direction of the car?					
16. Does the elevator car floor stop within ½ inch above or below the exterior landing?					
17. Is the gap between the elevator car and the landing not more than 1 ¼ inches wide?					

### Inside the Elevator

Questions	Yes	No	N/A	As Built	Modifications/ Notes
18. Is the elevator equipped with visual floor position indicators that light up when the car stops or passes each floor?					
19. Are the visual floor position indicators located above the control panel or above the elevator door?					
20. Are the visual floor position indicators at least ½ inch high?					
21. Is the elevator equipped with audible or verbal communications that indicate the car is stopping or passing each floor?					

### Control Panel

22. Are raised characters and Braille used to identify each floor button and each control inside the elevator cab?					
23. Are the raised characters located on the left side of each control button?					
24. Are the raised characters at least 5/8 inch high?					
25. Is the corresponding Braille located below the raised characters?					
26. Do the raised characters and Braille beside the button for the exit floor also have a raised star symbol?					
27. Are the raised characters and symbols white with a black background?					

Questions	Yes	No	N/A	As Built	Modifications/ Notes
28. Do control buttons light up when activated and go out when the elevator completes the requested action?					
29. Are the highest floor control buttons inside the elevator mounted no higher than 48 inches above the floor?  (In elevators installed prior to 1/1/14, are the control buttons no higher than 54 inches above the floor for a side reach?)					
30. Is there a handrail inside the car on at least one wall that is 31 inches to 33 inches above the floor?					
31. Is there a 1 ½ inch minimum gap between the handrail and the wall?					

### Emergency Controls

32. Are the lowest operable control buttons for emergency controls at least 35 inches above the car floor?					
33. Does the emergency system provide both audible and visual communication to confirm contact with emergency personnel?					
34. If an emergency handset is used, is the handset cord at least 29 inches long?					

Questions	Yes	No	N/A	As Built	Modifications/ Notes
35. If the emergency system is behind a closed door, does the door have accessible lever style hardware that does not require tight grasping, pinching or twisting of the wrist?					

**Car Dimensions**

36. Is the elevator interior dimension at least 51 inches when measured from the front wall to the back wall?					
37. If the elevator has a center-opening door, is the inside at least 80 inches wide?					
38. If the elevator has a side-opening door, is the inside at least 68 inches wide?					
39. If the elevator has a smaller interior, is the car size at least 48 inches by 54 inches? (If the elevator was installed prior to 1/1/14, is the car size at least 48 inches by 48 inches?)					

**Modifying measures needed at this site on Election Day:**

- Poll worker needed to operate inaccessible controls or non-audible alerts
- Move protruding objects away from hall call buttons
- Other \_\_\_\_\_

Comments:

## Wheelchair Lifts

Questions	Yes	No	As Built	Modifications/ Notes
1. Is the lift operable on the day of the survey?				
2. If a wheelchair lift is used to change levels, is there a 60 inch by 60-inch landing in front of the lift door?  (If the lift was installed prior to 1/1/14, is there maneuvering space large enough for a person using a 30 inch by 48-inch wheelchair to enter, operate the lift, and exit?)				
3. If the lift entry door has a front approach, is the door clear space at least 32 inches wide?				
4. If the lift entry door has a side approach, is the door clear space at least 42 inches wide?				
5. Does the lift allow a wheelchair user unassisted entry, operation, and exit?				
6. Are the controls for the lift no higher than 48 inches above the floor?  (If the lift was installed prior to 1/1/14, controls for a side approach may be up to 54 inches above the floor.)				
7. Are the wheelchair lift controls usable with one hand without tight grasping, pinching, or twisting of the wrist?				
8. Does the lift have stand-by power in case of an emergency that will allow the lift to operate five up and down trips?				